



**CLARK COUNTY
DEPARTMENT OF PARKS & RECREATION**

2601 E Sunset Road
Las Vegas, NV 89120
(702) 455-8200

www.accessclarkcounty.com

Part-Time Employment

For the position of: PRESCHOOL INSTRUCTOR

Location: Helen Meyer Community Center

Amanda Jaramillo
Recreation Specialist II
(702) 455-7723 Phone / (702) 367-8161 Fax
claytona@co.clark.nv.us

SALARY:

\$ 9.00 - \$12.00 Hourly (DOE)

OPENING DATE: October 5, 2010

CLOSING DATE: Until Filled

ABOUT THE POSITION:

Helen Meyer Community Center operates a Licensed Preschool Program to approximately 100 students enrolled in our Kindergarten Prep class. Kindergarten Prep provides children with a creative learning experience in which valuable developmental skills are fostered through social interaction and independent play opportunities. Instructors are expected to design, lead, and implement early childhood education classes. Instructors develop lesson plans, completes classroom assessments in regards to implementation of curriculum and overall classroom management, maintains classroom inventory, and makes any recommendations to supervisor. Instructor will also be able to communicate with supervisor and customers effectively and courteously. Part-time hourly employees are used to fill positions normally less than twenty (20) hours per week. Part-time employees do not receive benefits.

OF VACANCIES: 2 – 3

MINIMUM REQUIREMENTS

Education and Experience: In addition to at least one year experience instructing classes for children 3 – 5 years old, it is preferred the applicant possess either a college degree in Early Childhood Education **OR** have had a curriculum emphasis in Early Childhood Education **OR** be working towards an Early Childhood Education degree.

Licensing and Certification: Applicant must already possess, or be willing to obtain, certification through the Nevada Registry as a licensed early childhood care giver/provider. Applicant must also already possess, or be willing to obtain, a current Health Card, Sheriff's Card, and CPR & First Aid Card.

Working Conditions: Center operating hours are Monday – Friday, 7:00 AM – 6:00 PM. Instructors are expected to work between 20 - 25 hours a week depending on the occurrences of scheduled classes. Individuals may also be called upon to assist with seasonal special events.

Background Investigations: Employment is contingent upon the results of a background investigation.

APPLICATION PROCESS:

Applications can be picked up at any Parks & Recreation facility or can be downloaded at <http://www.accessclarkcounty.com/depts/parks/Documents/Application.pdf>.

Clark County Is An Equal Opportunity Employer

